



Roswell Public Library Board

April 28, 2016 at 4:00pm

Bondurant Room at Roswell Public Library
301 N. Pennsylvania Avenue

Board President: Magil Duran

Board Members: Judy Armstrong, Patti Bristol, Michelle Hembree, Marna Hunt, Linda Madrid, and Lewie Montgomery

Staff Coordinator: Betty Long

Call to Order

The regular meeting of the Roswell Public Library Board was called to order at 4:00pm by President Magil Duran.

Roll Call

Members present: Magil Duran, Michelle Hembree, Marna Hunt, Linda Madrid, and Patti Bristol. (Lewie Montgomery arrived at 4:07pm.) Absent: none. Staff present: Betty Long, Library Director, and Kay Carrasco, Recording Secretary.

Approval of Agenda

Mr. Duran called for approval of the agenda. Ms. Bristol moved to approve; Dr. Armstrong seconded, and the motion passed by unanimous voice vote.

Approval of the Minutes

1. Ms. Hunt moved for approval of the minutes as presented, Ms. Hembree seconded, and the notion passed by unanimous voice vote.

Non-Action Items

2. Director's Report

In addition to her written report, Ms. Long reported that the roof was completed on April 21, and on April 26, library staff celebrated with a fun "recommissioning" ceremony as the trash cans once again became trash cans, not drip buckets. We had a proclamation, ribbon cuttings, patriotic music, and cookies. The books that had to be moved to protect them have been reshelfed and City maintenance is beginning repair work on various water damages. The annual carpet and upholstery cleaning is scheduled for the weekend of May 20th.

The meeting with City officials to review our 2016-17 budget proposals went well, with compliments to the staff for a good job in preparing the detailed requests for each department. Adjustments made were to add \$500.00 each for travel and training (which accounts had been cut to zero). This is not to say that future adjustments cannot happen.

Mr. Duran asked if all internet functions were working, as his wife was still having difficulties logging in. Ms. Long suggested she call the reference desk, as everything should be fully operational now.

Ms. Hembree asked if the LittleBits program was going to continue through the summer months. Ms. Long explained that it would not be available in June or July, as Summer Reading programming keeps the children's department so busy, but she anticipates that LittleBits will resume in the fall.

3. Review of library policies

- a. Electronic Sign Policy: After discussion, no changes were suggested.
- b. Internet Access Policy: Library staff was consulted, resulting in the recommendation that the 3rd paragraph on page 20, beginning "Adults may request..." be eliminated in its entirety. Since the fiber-optic upgrade, the City's policy on filtering applies and it does not allow the library the ability to override their filtering so that adults can access fully unfiltered internet. (The children's access policy will have to be modified also, as it states we can do this by parental request.) The procedure now is that the library will convey any request to the City's IT department and await their decision, which will take time.

Regular Items (Action Items)

4. Strategic Plan: Ms. Long pointed out that that the final sentence of the introduction refers to a committee action, but the board no longer has any committees, so the words "...with committee appointment in May,..." should be struck. Ms. Hembree pointed out a missing comma in the Mission Statement. Ms. Long suggested that if the Mission Statement is incorporated into any other library policy, that the board could vote that it be replaced with this modified version and not have to vote on each instance separately. After discussion, Ms. Hembree moved that the new Strategic Plan be adopted with the edits listed, and that we move forward with the changes to the Mission Statement across all policies. Mr. Montgomery seconded, and the motion passed unanimously by voice vote.
5. Wireless Network Access: Ms. Long explained that again staff had input, and that most suggested edits related to the changes in filtering. After some discussion, Dr. Armstrong moved and Ms. Bristol seconded that the changes be applied; a voice vote was unanimous and the motion passed.

Other Business (Non-Action)

6. There were no public comments. Ms. Long consulted with the board as to their preference for updating the board manuals, since they are now nearly through all policies (three remaining). The consensus was to wait until all policies were completely through the review process in September.

Adjourn

Mr. Montgomery moved that the meeting be adjourned. Ms. Madrid seconded. The motion passed by unanimous voice vote and the meeting adjourned at 4:27pm.

Next Meeting: May 26, 2016